

Town of  
**Huntington 2013**  
**Sign Requirements for Parks**

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Department of Parks & Recreation  
100 Main St, Huntington, N.Y. 11743  
(631) 351-3089 Fax: (631) 351-3100  
email: [www.huntingtonNY.gov](http://www.huntingtonNY.gov)



"if you do not submit all documents fifteen business days prior to your scheduled event, your event may be in jeopardy of not going forward as planned."

**Qualifications:** On a ***first come, first serve basis*** (max. 2 signs per location) **and only if under contract** with the Town of Huntington for said event(s).

**Location Permitted:** **Fairmeadows Park** – Corner of Pulaski Road and Park Avenue, Huntington.

**Centerport Circle** – Corner of Little Neck Road and 25A, Centerport.

**OTHER - (under contract with Town of Huntington for said event or league registration, etc., sign pending final approval by the Director of Parks and Recreation).**

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**Size:** 4 feet by 4 feet  
4 feet by 8 feet

**Posting Period:** 2 weeks (14 days) prior to event.

**Installation:** Sign must be brought to the General Services Department, 182 East Pulaski Road, Huntington Station, a minimum of 1 week prior to requested posting date. General Services will install and remove sign. Sign is to be picked up within 1 week after scheduled event. ***Please call General Services at 351-3105 to make final arrangements.***

**Application & Fee:** Must be made to the Department of Parks and Recreation a minimum of 2 weeks prior to requested posting date along with \$50.00 application fee for each sign/each location (payments over \$50.00 must be a check or money order).

**Permit:** A permit will be issued upon receipt of the above and ***availability*** of location.

Parks and Recreation Department Phone Number:  
351-3089

**Town of**  
**Huntington**  
**Sign Application**

Department of Parks & Recreation  
100 Main St, Huntington, N.Y. 11743  
(631) 351-3089 Fax: (631) 351-3100  
email: [parksandrec@huntingtonny.gov](mailto:parksandrec@huntingtonny.gov)



Application Fee: \$50.00 (check or money order only over \$50.00) per sign, per location.

**Location:** (please circle)

Fairmeadows Park

Centerport Circle

Other \_\_\_\_\_

**Size:** \_\_\_\_\_ 4 x 4

\_\_\_\_\_ 4 x 8

**Posting Dates:**

**Maximum of 2 weeks prior to event**

**Organization:**

**Person Responsible:**

**Address:**

Street

Town

Zip

**Home Phone:**

**Business:**

**Cell Phone:**

**Event Description:**

**Sign Wording:**

**Approved:**

Stamp Only

**Denied:**

Reason

**Reply sent to applicant:**

**Signature:**

,Director

**TOWN BOARD:** Frank P. Petrone, Supervisor, Mark Cuthbertson, Councilman, Susan A. Berland, Councilwoman, Councilwoman, Mark Mayoka, Councilman, Eugene Cook Councilman